

12.1 Overview (See [Appendix A](#) and [Appendix B](#))

Events under Other Filings are accessible by menus created by event type. This menu offers events for ADR Documents, Discovery Documents, Notices, Trial Documents, Appeal Documents and Other Documents. Procedures for filing these events are straightforward and similar to posting other documents where the user selects the event, selects the party, and completes the link party attorney screen. Events of note are further described below.

12.2 Notices

Depending on the event chosen, the user may need to add or terminate an attorney.

12.3 Trial Documents

The procedure for filing trial events is similar to all other documents; select case, select filer. The next screen permits the user to choose what type of trial event to file. Select the type of trial event to be filed from the drop down list. Proposed Jury Instructions, Voir Dire, and Verdict form events are found on this menu. Multiple trial events may be selected simultaneously.

12.4 Appeal Documents

The Notice of Appeal event is used for appeals to the Ninth Circuit as well as patent and trademark appeals to the Federal Circuit.

12.5 Other Documents

The Other Documents menu contains various events that are not easily categorized. Select the event, select attorney, select party, and link party filer. Select the type of event to be filed from the drop down list. Multiple events may be selected simultaneously.

(a) Proposed Documents - Attorney filers

(1) Proposed Forms of Orders or Judgments: (See [LR 5.1\(d\)](#)) Proposed forms of orders or judgments, when requested, must be docketed and served and clearly identified as proposed documents. The event Proposed Form of Order should be used.

(2) Proposed Amended Pleadings: When leave of court is sought for filing an amended pleading or document, first choose the appropriate motion event. The proposed amended pleading is to be filed as an attachment to the motion event. The attachment description must be "Proposed Document".

(3) Proposed Pretrial Order - Individual: Use this event to file a proposed pretrial order submitted on behalf of an individual party or fewer than all the parties represented in the case.

(4) Proposed Pretrial Order - Joint: Use this event to file a proposed pretrial order submitted on behalf of all parties represented in the case.

(b) RESERVED

(c) Ex parte Submissions

Ex parte submissions to the court may be made electronically. To submit documents in camera or under seal, see [LR 3.9](#) and LR 3.10.

(d) Consents to Proceed Before a Magistrate Judge

Individual Party Consents to Proceed Before a magistrate judge may not be posted by an attorney to the system and shall be conventionally filed (See [LR 100.4\(e\)](#)).